

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALLEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6th FLOOR
9:30 A.M., TUESDAY, JANUARY 6, 2015
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>

OPEN SESSION MEETING MINUTES

ATTENDANCE

James J. Marrocco, President
Thomas M. Keiser, Jr., Secretary - arrived 9:42 A.M.
Charles F. Bechtold
Thomas E. Day
Garrett C. Jones
Curtis S. Macysyn (Public Member) - arrived 10:06 A.M.
Bayode Olabisi (Public Member)
John Radzieta Sr.
Lloyd Wimberg

ABSENT

Anthony J. Papavero Jr.

ALSO ATTENDING

Khaled Madin, Acting Executive Director
John Hugelmeyer, Deputy Attorney General
Sabrina Dwight, Administrative Assistant
Cynthia Khalil, Principal Clerk Transcriber

APPROVAL OF MINUTES

New Jersey State Board of Mortuary Science Open Minutes for December 2, 2014. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board voted to accept the minutes as read. All voted in favor of the motion.

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EXECUTIVE DIRECTOR'S REPORT

Mr. Madin reported that the total number of complaints received in December are 6 and the total for 2014 are 51.

Mr. Madin reported that the next regular scheduled Board meeting has been scheduled for Tuesday, February 3, 2015, in the Hudson Conference Room, 6th floor.

Mr. Madin reported the jurisprudence examination has been scheduled for February 20, 2015.

Mr. Madin reported that twenty-seven (27) wall certificate has been issued to candidates who were licensed from November 25, 2013 to October 17, 2014.

Regulation Analyst, Rachel Glasgow, was scheduled to arrive at 9:30 a.m. for the open Discussion of P.L. 2013, chapter 182. Ms. Glasgow reported to the Board that the P.L. 2013, chapter 182 titled Applicability; renewals; reinstatements the comment period is began on December 1, 2014 and will expire on January 30, 2015 and that the Division of Law and the Division of Consumer Affairs are working together on a module to go by for all the licensing Boards. Ms. Glasgow reported that the CEU requirement was filed in October 2014 and is still in the Governor's office and there is no status update.

INTERN REGISTRATIONS

Jessica Kondak, Maxwell Funeral Home
Tionne Polite, Cotton Funeral Service

This was for the Board's information only.

NEW LICENSEES

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| Joseph C. DePasquale | Licensed by Application |
| Elizabeth Perry-Moore Tisdale | Licensed by Application |

Licensed by Application for 2014:27

Licensed by Credentials for 2014:2

This was for the Board's information only.

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NEW INSTALLATIONS

Lacey Memorial Home, Forked River, Mgr., Jessica Quackenbush
Bergen Jewish Chapel, Oradell, Mgr., Christy Ann Bozarian

This was for the Board's information only.

CONTINUING EDUCATION

(Approved courses are found on the state website www.njconsumeraffairs.gov/mort under the licensee tab)

A) C.O.E. Continuing Education: Mrs. Richardson

(Additional information provided to Chairman Bechtold only)

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|---|-------------|
| 1) OSHA Compliance & Ethics Standards For Funeral.....(home study) | 3hrs |
| 2) Psychological Aspects of Death and Dying (home study) | 3hrs |
| 3) Psychosocial Aspect of Grief (home study) | 4hrs |
| 4) Bereavement Aftercare and the Death Care Professional (home study) | 5hrs |
| 5) Grief Counseling (home study) | 6hrs |
| 6) Modern Embalming Procedures and Religious Traditions (home study) | 6hrs |

B) National Funeral Director Association: Kathleen Walczak

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| 1) The Removal: Professional Solutions for.....(1/22/15) | 1hr |
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C) National Funeral Director Association: Kathleen Walczak

(Additional information provided to Chairman Bechtold only)

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| 1) Communicable Disease: Safeguarding The Funeral.....(online) | 2hrs |
| 2) Communicable Disease: What Every Funeral Home Must.... (online) | 8hrs |
| 3) Conflict Management For Funeral Directors:.....(online) | 4hrs |
| 4) Deathcare Marketing: 25 FAQs (online) | 6hrs |
| 5) Embalming Perspectives and Paradigms (online) | 6hrs |
| 6) Embalming Risk Management (online) | 2hrs |
| 7) Embalming The Obese Case (online) | 3hrs |

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| 8) Five Ways to Improve Prep Room Ventilation.....(online) | 2hrs |
| 9) Funeral Service Ethics (online) | 2hrs |
| 10) Marketing A Funeral Home for Long-Term.... (online) | 3hrs |
| 11) Offering Funeral Package In Compliance....(online) | 2hrs |
| 12) Personnel Management In Funeral Service (online) | 0hrs |
| 13) Professional Ethics In Funeral Service: NFDA's.....(online) | 1hr |
| 14) Serving Hispanic Families (online) | 4hrs |
| 15) The Funeral: A Chance to Touch, A Chance to Serve.....(online) | 4hrs |
| 16) Understanding A Child's Grief (online) | 3hrs |
| 17) Understanding and Creating Exceptional Funeral.... (online) | 3hrs |
| 18) Understanding and Managing Grief (online) | 6hrs |
| 19) Understanding Preneed (online) | 4hrs |
| 20) Understanding The Practice of the FTC Funeral Rule (online) | 3hrs |
| 21) What Matters Most: Heart's Desire In Life and Death (online) | 6hrs |
| 22) What To Do When Families Say "No Religion, Please" (online) | 2hrs |

D) The Dodge Institute for Advanced Mortuary Studies: Sally Belanger

(Additional information provided to Chairman Bechtold only)

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| 1) Embalming- The Challenges & The Rewards (2/8/15) | 9hrs |
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E) Education Workers Group: Barbara Cardone

(Additional information provided to Chairman Bechtold only)

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| 1) Burial With Military Honors (funeralcontinuingeducation.com) | 3hrs |
| 2) Complying With The FTC Funeral.....(funeralcontinuingeducation.com) | 2hrs |
| 3) Ethics, Attitude and Customer....(funeralcontinuingeducation.com) | 3hrs |
| 4) Funeral Products and The....(funeralcontinuingeducation.com) | 2hrs |
| 5) Funeral Ethics And Best Practices (funeralcontinuingeducation.com) | 3hrs |
| 6) Helping Parents Cope With.....(funeralcontinuingeducation.com) | 1hr |
| 7) Limiting Exposure to HIV/AIDS (funeralcontinuingeducation.com) | 1hr |
| 8) Understanding Modern Funeral.....(funeralcontinuingeducation.com) | 1hr |
| 9) OSHA Compliance for..(funeralcontinuingeducation.com) | 2hrs |
| 10) Perinatal Bereavement....(funeralcontinuingeducation.com) | 2hrs |

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| 11) Restorative Art and Modern....(funeralcontinuingeducation.com) | 3hrs |
| 12) The Sociology of Death (funeralcontinuingeducation.com) | 2hrs |
| 13) Understanding Hospice &.....(funeralcontinuingeducation.com) | 1hr |
| 14) Upselling Without Upsetting (funeralcontinuingeducation.com) | 1hr |
| 15) When Children Die: Guidance....(funeralcontinuingeducation.com) | 1hr |
| 16) Working With The Cemetery (funeralcontinuingeducation.com) | 2hrs |
| 17) Helping Parent's Help Children.....(funeralcontinuingeducation.com) | 1hr |

F) National Funeral Director Association: Kathleen Walczak

(Additional information provided to Chairman Bechtold only)

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| 1) Managing Change Positively (2/4/15) | 1hr |
| 2) Remaining Profitable as Cremation Rates Soar (2/4/15) | 1hr |
| 3) Pricing Is Not about Price: How To Price & Package...(2/4/15) | 1.5hrs |
| 4) Innovative Ways To Connect with Cremation.....(2/4/15) | 1.5hrs |
| 5) Interactive, Moderated Round Table Discussions (2/4/15) | 1hr |
| 6) Meeting The Cremation and Funeral Needs....(2/4/15) | 1hr |
| 7) Hiring for Greatness (2/4/15) | 0hr |
| 8) Online Engagement: Tech Term & Tool.....(2/4/15) | 1hr |
| 9) Cremation Liability Forum (2/4/15) | 1hr |

G) National Funeral Director Association: Kathleen Walczak

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| 1) Safeguarding Your Business from Cremation Liability (1/8/15) | 1hr |
| 2) NFDA Certified Crematory Operator Program... (1/31/15) | 0hrs |
| 3) Getting to the Heart of Customer Satisfaction (2/12/15) | 1.5hrs |

H) Matthew International: Peter Buck

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| 1) 10 Arrangement Steps Essentials For Families.....(various) | 1hr |
| 2) Moving From Grieving To Remembrance (various) | 1hr |
| 3) The Beauty, Characteristics and Value of Enduring.....(various) | 1hr |
| 4) The Beauty, Characteristics and Value of American.....(various) | 1hr |

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I) American Academy McAllister Institute of Funeral Service: Brian Kasler

(Additional information provided to Chairman Bechtold only)

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| 1) OSHA Annual Compliance Guidance.....(4/25/15) | 2hrs |
| 3) "The Art of Saying No Nicely: Ethical Dilemmas" (4/25/15) | 2hrs |
| 4) "Funeral Home Dress and Etiquette" (4/25/15) | 2hrs |
| 5) Cremation Arrangements and Procedures.....(4/25/15) | 2hrs |
| 6) Intellectual Property Considerations for Small.....(4/25/15) | 1hr |
| 7) Estate Settlement-Who Plans The Funeral (and Pays)? (4/25/15) | 1hr |
| 8) "Developing Your Integrated Market Strategy:...."(4/25/15) | 1hr |
| 9) "Developing Your Social Media Plan:....."(4/25/15) | 2hrs |
| 10) "Developing Your Website Strategy: How...." (4/25/15) | 1hr |
| 11) "Developing Your Website Strategy: Website Must...."(4/25/15) | 1hr |

J) International Order of the Golden Rule: Jessica Smith

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| 1) Making Aftercare Work for You: Strategic Steps.....(2/19/15) | 1hr |
| 2) Customization-Unlimited Choices For Families (7/9/15) | 1hr |
| 3) Beyond The Basics of Facebook Advertising.....(9/24/15) | 1hr |

The committee reported that section C) National Funeral Director Association, number 9 is approved for credit under rule N.J.A.C. 13:36-10.6, but cannot be applied to N.J.A.C. 13:36-10.3(b)2 requiring three hours of in-person attendance, number 12 was not approved; number 13 and 20 the course is approved for credit under N.J.A.C. 13:36-10.6, but cannot be applied to N.J.A.C. 13:36-10.3(b)2 requiring three hours of in-person attendance for ethics and law courses; section F) National Funeral Directors Association, number 7 was not approved; section G) National Funeral Director Association, number 2 was not approved. On motion made by Mr. Radzieta, seconded by Mr., Wimberg, the Board voted to accept the committee report as read. All voted in favor of the motion.

OPEN DISCIPLINARY MATTERS

#14-40 Robert Knott, Manager of Knott's Colonial Funeral Home, failed to respond to the \$3,500.00 Uniform Penalty Letter for the violation of N.J.A.C.13:36-4.1 (a) (b), that was issued on October 21, 2014 and November 19, 2014. DAG Hugelmeyer recommended to issue another letter that he's in default and if there is no response the Board will vote to finalize the Order at the February 3, 2015 board meeting. On motion made by Mr. Wimberg, seconded by Mr. Olabisi, the Board voted to accept DAG Hugelmeyer recommendation. All voted in favor of the motion.

ITEMS FOR DISCUSSION

Open discussion of P.L. 2013, chapter 182, which is titled Applicability; renewals; reinstatements. Ms. Glasgow reported to the Board that the P.L. 2013, chapter 182 titled Applicability; renewals; reinstatements the comment period is December 1, 2014 - January 30, 2015 and that the Division of Law and the Division of Consumer Affairs are working together on a module to go by for all the licensing Boards. Division of Law and the Division of Consumer Affairs is working on a module to go by for all the Boards.

PUBLIC COMMENTS

Adam Guziejewski, NJSFDA wanted to know if the Board plans to audit the CEU for renewal. Mr. Madin stated that the Board is in the process of conducting the CEU audits.

EXECUTIVE SESSION - 10:08 A.M. On motion made by Mr. Marrocco, seconded by Mr. Wimberg, the Board voted to go into executive session to discuss consumer complaints and/or conduct investigative inquiries. The results of these deliberations will be made known if the Board determines disciplinary or other law enforcement action is necessary. If the Board determines to issue uniform penalty letters, that action will be taken in public session immediately after the executive session.

Respectfully submitted,

Thomas M. Keiser, Jr.,
Secretary

Dated